

**From:** [Phillips, John](#)  
**To:** [Mason, Steve](#); [Goetz, Carol](#); [Spelman, John](#); [Carroll, Craig](#); [Smalley, Bryant](#); [Martin, John](#); [Webster, Susan](#); [Foster, Althea](#); [Smith, Rhonda](#); [Chandler, Heather](#); [Keene, Jennifer](#); [Kudla, Courtney](#); [Smith, Monica](#); [Petersen, Chris](#); [Pearson, Kellon](#); [McAteer, Mike](#); [Williams, Molly](#); [Pheeny, Michael](#); [Hyson, David](#); [Stanley, Cora](#); [LaBombard, Will](#); [Thompson, Henry](#); [Williams, Latrice](#)  
**Subject:** RE: M6H1 – Harvey Response -- Mission Assignment 4332-DR-TX-EPA-04-00  
**Date:** Friday, September 22, 2017 5:35:27 PM  
**Attachments:** [image002.jpg](#)  
[image003.jpg](#)  
[4332DR-TX-EPA-04-00 -- EPA 10 Activities -- Amendment for additional funds -- 09-22-2017.pdf](#)

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I've corrected the MA number in the Subject line as well as the file name to show the correct number.

John Phillips – R6 FSC

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**From:** Mason, Steve

**Sent:** Friday, September 22, 2017 5:02 PM

**To:** Goetz, Carol ; Spelman, John ; Carroll, Craig ; Smalley, Bryant ; Martin, John ; Webster, Susan ; Foster, Althea ; Smith, Rhonda ; Chandler, Heather ; Keene, Jennifer ; Kudla, Courtney ; Smith, Monica ; Petersen, Chris ; Pearson, Kellon ; McAteer, Mike ; Williams, Molly ; Pheeny, Michael ; Hyson, David ; Stanley, Cora ; Phillips, John ; LaBombard, Will ; Thompson, Henry ; Williams, Latrice

**Subject:** RE: M6H1 – Harvey Response -- Mission Assignment 4332-DR-TX-EPA-03-04

Here is the amended Mission Assignment with the IFMIS Stamp for your records...

**With Regards, Steve**



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**From:** Mason, Steve

**Sent:** Friday, September 22, 2017 8:13 AM

**To:** Goetz, Carol <[Goetz.carol@epa.gov](mailto:Goetz.carol@epa.gov)>; Spelman, John <[Spelman.John@epa.gov](mailto:Spelman.John@epa.gov)>; Carroll, Craig <[Carroll.Craig@epa.gov](mailto:Carroll.Craig@epa.gov)>; Smalley, Bryant <[smalley.bryant@epa.gov](mailto:smalley.bryant@epa.gov)>; Martin, John <[martin.john@epa.gov](mailto:martin.john@epa.gov)>; Webster, Susan <[webster.susan@epa.gov](mailto:webster.susan@epa.gov)>; Foster, Althea <[foster.althea@epa.gov](mailto:foster.althea@epa.gov)>; Smith, Rhonda <[smith.rhonda@epa.gov](mailto:smith.rhonda@epa.gov)>; Chandler, Heather <[Chandler.Heather@epa.gov](mailto:Chandler.Heather@epa.gov)>; Keene, Jennifer <[keene.jennifer@epa.gov](mailto:keene.jennifer@epa.gov)>; Kudla, Courtney <[kudla.courtney@epa.gov](mailto:kudla.courtney@epa.gov)>; Smith, Monica <[smith.monica@epa.gov](mailto:smith.monica@epa.gov)>; Petersen, Chris <[petersen.chris@epa.gov](mailto:petersen.chris@epa.gov)>; Pearson, Kellon <[Pearson.Kellon@epa.gov](mailto:Pearson.Kellon@epa.gov)>; McAteer, Mike <[mcateer.mike@epa.gov](mailto:mcateer.mike@epa.gov)>; Williams, Molly <[williams.molly@epa.gov](mailto:williams.molly@epa.gov)>; Pheeny, Michael <[Pheeny.Michael@epa.gov](mailto:Pheeny.Michael@epa.gov)>; Hyson, David <[Hyson.David@epa.gov](mailto:Hyson.David@epa.gov)>; Stanley, Cora <[stanley.cora@epa.gov](mailto:stanley.cora@epa.gov)>; Phillips, John <[Phillips.John@epa.gov](mailto:Phillips.John@epa.gov)>; LaBombard, Will <[LaBombard.Will@epa.gov](mailto:LaBombard.Will@epa.gov)>; Thompson, Henry <[Thompson.Henry@epa.gov](mailto:Thompson.Henry@epa.gov)>; Williams, Latrice <[Williams.Latrice@epa.gov](mailto:Williams.Latrice@epa.gov)>

**Subject:** M6H1 – Harvey Response -- Mission Assignment 4332-DR-TX-EPA-03-04

Here is the amended Mission Assignment, signed by the FEMA FCO... we can proceed with processing this into Compass...

FEMA will send the final stamped one later this morning...

**With Regards, Steve**





**Assistance Requested Continued from Block II**

conduct aerial assessments to assess discharges/ releases; accumulations of orphaned containers, and damages to oil/ chemical facilities. This information will be used to help ensure safety of response personnel entering into the impacted areas.

New MA created to reflect change in cost share from 100% federal cost to 90/10 as of September 22,2017. Obligate funding to \$3,301,270.60

**Additional Mission Statement**

ESF 10 will conduct aerial assessments to assess discharges/releases; accumulations of orphaned containers, and damages to oil/chemical facilities. This information will be used to help ensure safety of response personnel entering into the impacted areas.

## PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 3 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 1800 South Bell Street, Arlington, VA 20598-3005, Paperwork Reduction Project (1660-0047). **Note: Do not send your completed form to this address.**

## INSTRUCTIONS

Items on the Mission Assignment (MA) form that are not listed are self-explanatory.

**I. TRACKING INFORMATION.** Completed by Action Tracker or other Operations staff. Required for all request.

State: If multi-State, choose State most likely to receive resource(s), (i.e., when using 7220-SU Program Code)

Action Request No.: Based on chronological log number. Used for tracking.

Program Code/Event No.: The pre-declaration, emergency, or major disaster number assigned for funding the event. Examples: 7220-SU, 4220-AD, 3130-EM, 1248-DR.

**II. ASSISTANCE REQUESTED.** Complete by requestor.

Assistance Requested: Detail of resource shortfalls, give specific deliverables or simply state the problem.

Internal Control No.: Internal requestor reference, log, or control number, if applicable.

Initiator/Requestor: The initiator may be an individual filling out the mission assignment and making a request on behalf of the POC.

POC Name: The person coordinating reception and utilization of the requested resources. 24-hour contact information required.

State Approving Official: Signature certifies that State and local government cannot perform, nor contract for the performance, of the requested work and agrees to pay cost share if any.

**III. INITIAL FEDERAL COORDINATION.** Completed by the Operations Section Chief.

Action to: Operations Chief notes assigned organization. May be Emergency Support Function (ESF), internal FEMA organization, or other organization, which assigns the Action Officer.

Rest of MA used only if solution to request Federal agency to perform reimbursable work under (MA). Best solution may be internal resources or commercial vendor. Deliberate evaluation must occur before MA is completed and MA is issued.

**IV. DESCRIPTION.** Completed by assigned agency Action Officer.

Statement of Work: Description steps to complete the request. Include discussion of personnel, equipment; sub-task agencies, contracts and other resources required. This can be provided as an attachment.

Assigned Agency: Agency receiving the MA from FEMA. Activities within the scope of an ESF result in an MA to the primary agency. Cite subordinate organization if applicable. Example: DOT-FAA, COE-SAD.

Project Completion Date/End Date: If end date is not clear, estimate and budget for 30 or 60 days, then re-evaluate. TBD is not acceptable; some date must be entered into this field.

Total Cost Estimate: A budget can be attached outlining personnel, equipment, contract, sub-task agency, travel, and other costs.

**V. COORDINATION.** Completed by MAM, except for Project Manager and Comptroller signatures. Type of MA: Select only one.

Appropriation Code: Static data. Do not change. This is for information only, should not be used to report internal agency finances to Treasury.

**VI. APPROVAL.** Completed by State Approving Official and Federal Approving Official.

**VII. OBLIGATION.** Completed by Financial Specialist

Mission Assignment No.: Assigned in FEMA financial system chronologically using assigned agency acronym and two digit number.

Amendment No.: Note supplement number. For example: COE: SAD-01, Supp. 1, or DOR-08, Supp. 3.

Amount this Action: Taken from total cost estimate above.

Cumulative Amount: Cumulative amount for this MA, including amendments.